



GRAIG COMMUNITY COUNCIL

Minutes of the Full Council Meeting held remotely via Zoom Video Conferencing on 6th January 2021 at 7pm

1. To receive apologies for absence: Cllrs D Evans, W Haigh, L Fry.

Present: Cllrs R Caston (via phone), A Whitfield, M Smart, K Sayer, P Gregory, J Harris, P Appleton, J Bailey, K Thomas, N Tarr (via audio), J Taylor, S Davies (Clerk). Chaired by Cllr Gregory.

This meeting was held remotely via Zoom due to Covid-19 restrictions. Those unable to join due to lack of technology received the agenda for the meeting as normal, were aware that the meeting was taking place and did not object to it being held. Each were given the opportunity to make comments which were logged by the Clerk, relayed if requested and considered by the participants of the meeting.

2. To receive declarations of interest: None.

3. To approve and sign the minutes of the meeting and AGM held on Wednesday 25th

November 2020: The minutes of the meeting held 25th November 2020 previously circulated were read and approved. Proposed Cllr Caston, seconded Cllr Bailey. There were no issues arising from the minutes to discuss. **Action: None necessary.**

4. Accounts for Payment: Proposed Cllr Tarr, seconded Cllr Harris.

TSOHOST – Webmail charge Dec 2020 (taken by DD)	£5.00
SSE – Gas costs for Graig Hall Nov 2020 (taken by DD)	£27.80
SSE – Gas costs for Rhiwderin CC Nov 2020 (taken by DD)	£121.80
SSE – Electricity costs for Rhiwderin CC Sep-Dec 2020 (taken by DD)	£827.67
Mark Wallace Electrical Ltd – LED lights to Pumphouse & repair tree lights at Graig Hall	£276.00
FireQuip – Service fire extinguishers at Graig Hall	£49.20
FireQuip – Service fire extinguishers at Rhiwderin CC	£91.20
HMRC – PAYE & NI Oct-Dec 20	£2759.51
Wales Audit Office – External auditing cost	£255.10
Complete Business Solutions – Ink & paper	£126.83
G.A. Rees – Plants & labour for St Basil's stores roundabout scheme	£433.96
Total to date:	£4974.07

Receipts:

SSE – Graig Hall solar panels income Sep-Dec 20	£230.52
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5. Planning:

20/0998 – Proposal: Proposed detached garage to front of property. Site: 9 Highfield Gardens, Bassaleg, Newport, NP10 8LR. Application Type: Full. (REVISITED) **Comment: Council supports local neighbour's concerns in line with comments from Highways and opposes this proposal.**

20/1245 – Proposal: Proposed front porch and vehicular access. Site: 2 Cwm Cwddy Drive, Bassaleg, Newport, NP10 8JA. Application Type: Full. **Comment: No objections.**

7. Items for Discussion/Action:

- a. Approval of 2019/20 accounts following external audit – The Clerk presented the completed internally and externally audited accounts for 2019-20 along with the external auditor's report. There were 3 small observations, one pertained to a small observation during the audit of the previous year that carried over to the annual return and will drop off next year's annual return, thereby correcting itself. The second observation was a small omission the Clerk missed checking a box for reporting on the annual return, and the third was that the dates for Council's approval and the Clerk's approval were the same. In future the external auditor needs the Clerk's approval date to be prior to Council's approval date. None of these issues required changing the paperwork. Council approved the audited accounts this was proposed by Cllr Harris, seconded by Cllr Taylor and accepted unanimously. **Action: Clerk to advertise the details as per instructions from the Wales Audit Office.**
- b. Kerbside bins update – Cllr Williams was not in attendance. He was dealing with having the missing bins replaced, so no update was available. Cllr Appleton reported that many roadside bins are overflowing, with black bags being dumped underneath bins. The bins seemed to be filling up

extremely fast and it appeared that household waste is being left in black bags. Council considered the reasons for this and could only conclude that some residents are discarding their household waste in this manner. Council were concerned about the health and safety implications of this. Cllr Sayer also noted that many used face masks were being discarded everywhere rather than disposed of in the proper manner which added to health and safety concerns. Cllr Smart suggested maybe having a site for some large recycling bins could help, **but there was no support for this. Action: Clerk to write to Cllr Williams and NCC to advise that Council has real concerns about the amount of litter in the village and the extra rubbish left under roadside bins and explore the possibilities of NCC providing suitable sited recycling bins if required.**

- c. Chapel at Pentre-Tai Road update – The Clerk updated Council on the response she had received from the Reverend who took care of the maintenance of the church. He confirmed the church would not be brought back into use, that it was intended to sell the property at some point and that there had been some interest in purchasing it recently. He confirmed that until a firm decision had been made, he would maintain the building and grounds. **Action: Clerk to retain his contact details for future reference.**
- d. The Paddock update – The Clerk advised Council that she had been in contact with a lady on the Island Site/Paddock committee who kindly agreed to forward copies of the lease for the area and associated documents. **Action: Clerk to file the documents for future reference once received.**

8. Reports:

- a. Newport City Councillors – No City Cllrs present, no report received. NTR **Action: None at this time.**

Sub Committees:

- b. Graig Community Centre – It was noted that twice per week checks continued to be carried out whilst the centre remained closed. Cllr Harris had offered the hall as a Covid-19 vaccination hub if required. **Action: Clerk to check cover with insurance provider.**
- c. Rhiwderin Community Centre & Fundraising Group – Cllr Gregory told the group there had been a leak in the ladies' toilets which had been attended to. He asked that special thanks be recorded to Cllr Appleton's Husband Dave, who assisted with erecting the Christmas tree and decorating it with lights. He also told Council he had received 1 business case for taking over the nursery at the centre when the current Meithrin group retires at the end of the present year's school term, with another 2 interested. The closing date for putting forward business plans to be considered was 19th January 2021. He had sent an email to the company who carried out the upgrade works to the centre as they had given in a final invoice and requested payment. He expressed his dissatisfaction and his disagreement that all work was complete and has refused to authorise payment of the final bill until issues are addressed. **Action: Cllr Gregory to agree remedial work with the company who carried out the upgrade prior to final payment. Management Committee to review the business plans of parties interested in taking over the Meithrin space and shortlist the candidates for final approval from Council.**
- d. Allotments – Cllr Smart told the group there had been some water issues over the holidays at the site. Some water trough mechanisms had failed and needed repairing. This was being handled by the Allotment Committee after Cllr Fry and the Chair of the Allotment Committee attended the site and turned off the water supply for the time being. It was noted that the combination for the allotment gate locks had been changed recently, also that the vermin issue was not yet resolved but was improving. **Action: None at this time.**
- e. Burial Board – Cllr Gregory reported to Council on the latest progress with the legal proceedings. **Action: Chairman and Clerk to progress.**

Working Groups:

- f. Play Areas Group – The Clerk reported that she had checked the repair she arranged of the wet pour surface at Bassaleg and considered the job had been well done. She confirmed to Cllr Appleton that Council were at liberty to have repairs carried out by companies other than NCC, as the SLA with them was for inspections of equipment, bin emptying and grass cutting etc. Any repairs or replacement of apparatus was for Council to pay, so other companies could be used. With this in mind it was agreed that the Clerk contact the suppliers of the play equipment for Cowshed Lane play area and ask for a quote to replace the missing piece of equipment from the 5-armed swing. Cllr Appleton suggested anchoring the picnic tables in place on the green as youths were dragging them some distance away. **Action: Cllr Appleton to explore having the picnic tables anchored, Clerk to obtain the quote and return to it Council for discussion.**
- g. Horticultural Group/Best Kept Villages Group – Cllr Smart reported that Daffodils and Tulips had been planted at "Stonehenge" and the area is looking good. Planters needed clearing and Cllr Smart had made a start on doing this. Cllrs were asked to help if possible as the bulbs were starting to come

through. The group need to look at a Summer planting scheme. **Action: Group to progress Summer scheme and Cllrs to assist with clearing planters if possible.**

- h. Technology Group – Cllr Appleton reported that the site was being worked on and would be ready to go live soon. Cllr Whitfield asked if a launch date could be obtained. **Action: Cllr Appleton to progress and request a launch date.**
- i. Events and Social Group – NTR. **Action: None necessary.**
- j. Consultation Group – 2 consultations needed to be attended to. One for school admissions which Cllrs Sayer and Appleton agreed to assist with, and one for the Police & Crime Commissioner which Cllrs Gregory, Sayer and Appleton agreed to assist with. Cllr Tarr to arrange with the volunteers when would be convenient and arrange Zoom meetings to review. **Action: Cllr Tarr to progress.**

9. Items for forthcoming agendas:

- a. Kerbside bins update – 27th January 2021 Full Council Meeting
- b. Footpath through open space repair/refurbishment – 27th January 2021 Full Council Meeting

10. Urgent Business not discussed above:

- a. Cllr Sayer asked for clarity that following discussions at the AGM where Cllr Gregory agreed to remain in the Chair with more support from Cllrs. What exactly is expected? Cllr Gregory asked that all Cllrs shared responsibilities more. Cllr Whitfield said Cllrs would be prepared to do so but do need guidance on where they could best help, this should come from the Chair in the form of allocating more tasks rather than dealing with them personally. **Action: Chair to work on delegating some tasks to individual Cllrs or groups, Cllrs to assist whenever they are able.**
- b. Cllr Sayer told the group he was aware of some fly tipping on the junction of Caerphilly Road and Holly Lane (opposite the Rhiwderin Inn). Rubbish had been left on the banking near the junction but on Caerphilly Road. This had been reported and cleared up but more has been fly tipped since. **Action: Council to monitor.**
- c. The Clerk reported that Cllr Taylor had spoken with a homeowner about the residential hedge that was overgrown on the footpath and steps from Caerphilly Road and Penylan Close. Cllr Sayer noted that the hedge needed further cutting back and Cllr Taylor agreed to speak with the homeowner again. **Action: Cllr Taylor to progress.**
- d. Cllr Thomas advised that although NCC had cut back weeds and brambles growing under the hedge to the allotment site on The Griffin side, there was a lot of soil spilling out onto the pavement. Cllr Appleton believed the pavement should be scraped in this case and offered to contact NCC to ask if this could be carried out. **Action: Cllr Appleton to progress.**
- e. Cllr Tarr advised Council he had reported a street lighting issue at Ffos-y-Fran. **Action: None necessary, for information.**

11. Dates of next meetings:

Finance meeting – Wednesday 13th January 2021 at 7pm remotely via Zoom
Full Council Meeting – Wednesday 27th January 2021 at 7pm remotely via Zoom

There being no further business to discuss, the meeting was closed at 9pm

Signed (Chair) – 27.01.21

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